

**GENELG BASEBALL CLUB
INCORPORATED**

CLUB BY-LAWS

AS AT May 2011

CLUB BY-LAWS - GLENELG BASEBALL CLUB **INCORPORATED**

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CLUB BY-LAWS - GLENELG BASEBALL CLUB

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1. BY-LAWS:

These are the By-Laws of the "Glenelg Baseball Club Incorporated", an enlargement of the constitution of the "Glenelg Baseball Club Incorporated"

2. INTERPRETATIONS:

Refer to Clause 2 of the Constitution.

3. OBJECTS:

Addition objects for which the Glenelg Baseball Club Inc. is formed are. Refer to Clause 3 of the Constitution: -

- (a) To engage, present, manage, and conduct any type of amusement or entertainment for the interest or benefit of members.
- (b) To provide refreshments including alcoholic beverages, confectionery, restaurant service and such other requisites as may be required by the members.
- (c) To buy, hire, or otherwise obtain furniture and other property required for, or which may be used at, or in connection with the Club or its property.
- (d) To maintain, improve, repair, or replace the property of the Club whenever necessary or expedient.
- (e) To purchase, sell, manage, let exchange or otherwise deal with the whole or any part of the property of the Club and upon such terms as may seem expedient.
- (f) To relinquish, abandon, surrender or give up, with or without any consideration, therefore, any rights, concessions or other property of the Club.
- (g) To provide prize and trophies to be competed for by Members of the Club.
- (h) To remunerate any person for any services rendered or to be rendered to the Club.
- (i) From time to time to contribute or subscribe to any charitable or benevolent organisation or fund.

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4. DUTIES OF THE BOARD OF MANAGEMENT:

1. PRESIDENT:

- a) Shall show leadership of the Club and the Board of Management.
- b) Shall develop and implement strategic plans for the Club.
- c) Shall act as the custodian of the Club's assets, finances and facilities.
- d) Shall be responsible for the growth and strength of the club and its continued standing as a senior member of the South Australian Baseball community.
- e) Shall prepare and monitor a performance plan for the club prior to the season commencing and place before the Board of Management for approval. This plan details financial and performance goals and expectations for all member of the Board and areas of the Club.
- f) Chairs all Board of Management meetings.
- g) Shall appoint, with the approval of the Board of Management, a **Vice-President**. This personal shall be a Board Member, who will act as the President's proxy, should the President be unavailable. When the President is unavailable to attend Board Meetings, the Vice-President will act as the Chairperson.
- h) Directs and monitors the performance of all Board of Management Members and annually reviews their job description.
- i) Ensures compliance with the requirements of the Club Constitution, Club By-Laws, West Beach Trust, Local Council, Licensing Act, SABL and other relevant authorities.
- j) Produces a report to Members for tabling at the Annual General Meeting.

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2. SECRETARY:

- a) To keep a record of all Minutes of the Meetings of the Club and its Committees.
- b) To keep the names and addresses of all Members in a "Club Members' Register".
- c) To perform the whole of the clerical work of the Club and to carry out all directions given at the Meetings of the Club and its Committees.
- d) The Club shall have the power at any time to call upon the Secretary of the Club to produce any books or documents which are the property of the Club, provided however that he/she shall be given not less than seven (7) days in which to fulfill the Club's requirements.
- e) To ensure due compliance with provisions of the South Australian Baseball League constitution, the Licensing Act and the Associations Incorporation's Act and alterations of Club rules.
- f) To keep a record of all By-Laws of the Club.
- g) Duly call all General and Board meetings when necessary to ensure compliance with these rules.
- h) Report to the Board of Management any breaches of the rules.
- i) The Secretary will arrange a Club Registration Day and ensure that all members have completed the required Baseball SA registration forms, and other forms that are required prior to the start of the season as per clause 5.
- j) The Secretary, with the Board of Management approval, may appoint an **Assistant Secretary**. This person will perform tasks or other duties as instructed by the Secretary.
- k) The Secretary shall carry out additional duties as instructed by the Board of Management.

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3. FINANCE MANAGER & TREASURER:

- a) The Treasurer, will provide an Annual Budget to the Board of Management.
- b) The Annual Budget shall contain details of the club's estimated revenue and proposed administrative and operational expenditure for the forthcoming financial year.
- c) The Annual Budget will include the fixing of annual subscriptions.
- d) This budget to be approved by the Board of Management by no later than two (2) months after the Annual General Meeting.
- e) The Treasurer to submit a Financial Statement to the Club at each Annual General Meeting (to be duly audited by the Club auditors), and at each monthly meeting of the Board of Management and at such other times as the Board of Management may direct, provided however that he/she shall be given not less than fourteen (14) days in which to fulfill such requirements.
- f) To receive all moneys and pay same into such Bank as may be determined to the credit of Glenelg Baseball Club Incorporated and Glenelg Baseballers Club and to pay all accounts. Provided always that the Treasurer shall have the discretion to pay all accounts at the due date and have been ratified through the budget, and must not exceed the budget amount and/or the intent of the budget item.
- g) The Treasurer shall keep such accounting records as are necessary to correctly record and explain the financial transactions and financial position of the Club.
- h) Report to the Board on the service performance levels achieved by the Club facilities.
- i) The Treasurer, with the Board of Management approval, may appoint an **Assistant Treasurer**. This person can assist the Treasurer in the collection of subscriptions, processing of income received by the club and other duties as instructed by the Treasurer.
- j) The Treasurer shall carry out additional duties as instructed by the Board of Management.
- k) To ensure financial protection of club assets, facilities and members by effecting proper insurance policies on behalf of the Club.
- l) To institute proper systems of control to protect club funds, assets and facilities.

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FINANCE MANAGER & TREASURER (cont.)

- m) The Treasurer shall nominate an **Equipment Supervisor** to be approved by the Board of Management:
- a. The Equipment Supervisor shall be responsible for the purchase, maintenance, repair, sale and hire of the Club's uniforms.
 - b. The Equipment Supervisor shall be responsible for the purchase, maintenance and repair of the Club's baseball equipment.
 - c. The Equipment Supervisor shall be responsible for the purchase and sale of baseball equipment to Club Members.
 - d. The Equipment Supervisor will assist the Treasurer with the preparation of the equipment budget.
 - e. All purchases must be approved by the Treasurer.

- n) The Board of Management shall nominate and approve a **Function Manager**, and will be responsible to the Finance Manager & Treasurer.

The **Function Manager** will be responsible for the Bar, Shop, Kitchen, BBQ and Functions and will nominate a **Bar Manager, Shop Manager, Kitchen & Food Manager** to the Board of Management for approval. Further responsibilities of the Function Manager include:

- To ensure compliance with SA Licensing Act, and liaises with the Licensing Department as required.
- To advise members' of the opening and closing times of the Club's facilities in accordance with the Board approval.
- To negotiate with potential clients of the hiring of the clubrooms and ground facilities and to prepare the appropriate agreements for the clients to signed.
- The appropriate hiring agreements are to be approved by the Board of Management.
- Once a hire booking has been made, to consult with the Bar, Kitchen and Food Managers and the Ground Supervisor so that all the booking requirements are meet.
- To organise a responsible person and bar staff to be in attendance for the function hire.
- To consult with the Facilities Manager regarding requirements, including the cleaning of the facilities.
- To ensure efficient and effective weekly rostering of staff to all club facilities with consultation with the Bar and Shop Managers and all Team Managers.

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FINANCE MANAGER & TREASURER (cont.)

1. **Bar Manager:-**

- The Bar Manager will be responsible in maintaining and preparation of the bar.
- To negotiate with suppliers (in conjunction with the Treasurer) on obtaining the best prices and products that will be beneficial to the club.
- To ensure that the Bar is fully functional at all times, and that the appropriate stock has been purchased and that costing have been prepared and submitted to the Treasurer, and the correct selling prices are applied.
- To ensure efficient and effective rostering of staff is maintained at all times, and to work in consultation with the Shop and Kitchen and Food Managers to provide an efficient rostering system.
- To ensure that the Bar is clean at all times, and complying with the health requirements.

2. **Shop Manager:-**

- The Shop Manager will be responsible in maintaining and preparation of the Shop.
- To negotiate with suppliers (in conjunction with the Treasurer) on obtaining the best prices and products that will be beneficial to the club.
- To ensure that the Shop is fully functional at all times, and that the appropriate stock has been purchased and that costing have been prepared and submitted to the Treasurer, and the correct selling prices are applied.
- To ensure efficient and effective rostering of staff is maintained at all times, and to work in consultation with the Bar and Kitchen and Food Managers to provide an efficient rostering system.
- To ensure that the Shop is clean at all times, and complying with the health requirements.

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3. Kitchen and Food Manager:-

- The Kitchen and Food Manager will be responsible in maintaining and preparation of the Kitchen and BBQ.
- To negotiate with suppliers on obtaining the best prices and products that will be beneficial to the club.

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4. FUNDRAISING AND SPONSORSHIP MANAGER:

- a) With the Board's approval, appoint a **Sponsorship Committee** who will be responsible for all aspects of the Club's sponsorship.
- b) In conjunction with the Treasurer, prepare an annual sponsorship budget which is to be used by the Treasurer to develop a budget for the Club.
- c) To gain all sponsorship to the level that the budget has requested.
- d) With the Board's approval, appoint a **Fundraising Committee**, who will be responsible for all aspects of the Club's fundraising.
- e) In conjunction with the Treasurer, to prepare an annual sponsorship budget. This is to be used by the Treasurer to help develop a budget for the club.
- f) The Fundraising and Sponsorship Manager will chair both committees.
- g) The Fundraising and Sponsorship Manager shall carry out additional duties as instructed by the Board of Management.

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5. PLAYING OPERATIONS MANAGER:

- a) To ensure the effective running of senior and junior games and training sessions of the club.
- b) To liaise with the South Australian Baseball League (SABL) and Baseball Umpires Association of SA (BUASA) to ensure the Club complies with all rules, regulations and the spirit of the game.
- c) To represent the Club at all Operations meetings held by SABL and provide feedback on those meetings to the Board and other relevant Club Officials.
- d) To ensure the Club has relevant officials for each team who are properly registered with the Club and the SABL.
- e) Seek out and nominate for the Board's approval senior coaches, team managers, scorers and other required team officials and monitor their performance.
- f) Seek out and nominate for the Board's approval junior coaches, team managers, scorers and other required team officials and monitor their performance.
- g) To act as chairman to the Club's Senior Selection Committee.
- h) In conjunction with the Senior Coach and the Junior Development Manager, ensure coaches properly develop players and undertakes planning for growth of the Club in all grades.
- i) With the Board's approval, and in conjunction with the Junior Development Manager, to develop and/or review code of conduct with coach, player, member, and spectator.
- j) To encourage senior players, partners and friends to take an active role in the workings of the Club and to support the Club's facilities.
- k) To report to the Board of Management on all aspects under area of responsibility.
- l) To organise for all senior games club umpires that are required on a weekly basis.
- m) The Playing Operations Manager shall carry out additional duties as instructed by the Board of Management.

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6. JUNIOR DEVELOPMENT MANAGER:

- a) To ensure the effective running of junior games and training sessions of the club.
- b) To liaise with the South Australian Baseball League (SABL) and Baseball Umpires Association of SA (BUASA) to ensure the Club complies with all rules, regulations and the spirit of the game.
- c) To represent the Club at all Junior Delegate meetings held by SABL and provide feedback on those meetings to the Board and other relevant Club Officials.
- d) To ensure the Club has relevant officials for each team who are properly registered with the Club and the SABL.
- e) To act as chairman to the Club's Junior Selection Committee.
- f) In conjunction with the Playing Operations Manager, ensure junior coaches properly develop players, and undertakes planning for growth of the Club in all junior grades.
- g) With the Board's approval, and conjunction with the Playing Operations Manager, to develop and/or review code of conduct with coach, player, member, and spectator.
- h) To encourage the parents of junior players to take an active role in the workings of the Club and to support the Club's facilities.
- i) With the Board's approval appoint a **Pee Wee and Tee Ball Coordinator** for the development of a Pee Wee and Tee Ball games and competition.
- j) To work with the Pee Wee and Tee Ball Coordinator and local schools to provide them with baseball clinics and obtain Tee Ball and Pee Wee teams for the Club.
- k) To report to the Board of Management on all aspects under area of responsibility.
- l) To organise for all junior games club umpires that are required on a weekly basis.
- m) The Junior Development Manager shall carry out additional duties as instructed by the Board of Management.

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7. FACILITIES MANAGER:

- a) To ensure the facilities provided to Members of the Club are suitable for their enjoyment, and are maintained and improved as necessary, and are run in such a way that profits are generated for the Club.
- b) To ensure the facilities are kept in a clean and hygienic condition and that all health standards and regulations are adhered to.
- c) To ensure the Club grounds and associated fixtures/equipment are properly maintained and are available for games and training.
- d) To nominate for the Board's approval a **Ground Supervisor** who will form a working group to maintain the ground to the condition that is suitable to playing baseball on.
- e) Prepares an annual budget which is to be used by the Treasurer to develop a budget for the Club.
- f) To maintain a key register and that all keys handed out have been signed for. When an official no longer holds a position and does not require a key, that key is to be returned.
- g) In conjunction with the Treasurer, institutes proper systems of control to protect club funds, assets and facilities.
- h) To report to the Board of Management on all aspects under area of responsibility.
- i) The Facilities Manager shall carry out additional duties as instructed by the Board of Management.

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8. SPECIAL PROJECTS MANAGER:

- a) To seek out opportunities to further expand the use of the Club Facilities across all areas, on field and off field.
- b) In conjunction with the Treasurer, pursue all Government and non-Government opportunities available.
- c) The Special Project Manager shall chair the Trophy Committee as per By-law clause 6, and in conjunction with the Fundraising & Sponsorship Manager, chair and organize the Senior and Junior Presentation Nights.
- d) The Special Project Manager will chair all organising committees that are classed as major or special event by the Board of Management.
- e) The Special Project Manager shall carry out additional duties as instructed by the Board of Management.
- f) To nominate for the Board's approval a **Country Championship Manager** who will coordinate with the SA Country Baseball Association Secretary in the running of the Championship as per clause
 - To Chair the Country Championship Committee, this will be formed by the Special Project Manager and the Country Championship Manager. This committee will consist of personal that will insure that the Championship is presented in a professional way.
 - The Country Championship Committee will consult with the Function Manager, Bar, Shop and Kitchen and Food Supervisors.

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REGISTRATION OF PLAYERS AND PAYMENT OF SUBSCRIPTIONS:

1. The **Secretary**, at the start of the season will organise a registration day or days that all players will be able to register for the coming season.
2. All players must complete the Baseball SA registration form prior to commencement of games. A player is not eligible to be selected to play until he/she has completed the registration form.
3. At the time of the player completing the registration form he/she will be notified of the amount due in subscriptions, and the time that they are due to be paid.
4. Once the registration form is completed a copy will be given to the **Treasurer** and an invoice will be sent to the player within 7 days.
5. All subscriptions must be paid in full within 30 days of the signing of the registration forms.
6. The player can make arrangements to pay the subscription in instalments, but must be paid in full by the due date of the invoice.
7. Payments outstanding past the due date will make the player unavailable for selection.
8. A player who has an outstanding account owing from the previous year, will be required to have that amount paid in full before he/she can either play in a trail match or Baseball SA match, or be considered for transfer to another Club.
9. The responsibility of players completing the registration forms will be with the coaches and team managers, who must communicate with the **Secretary** to ensure that all players are registered and have paid their subscriptions.

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5. TROPHY PRESENTATION COMMITTEE:

1. The Board of Management is to appointment a Trophy Presentation Committee consisting of a minimum of 3. The **Special Projects Manager** to chair this committee.
2. The Trophy Presentation Committee, with assistance from the Club Secretary, arrange for letters of invitation to be sent to Patrons, Life Members, Sponsors, other dignitaries. Notification to be sent to all members, with signs being placed around the clubrooms.
 - This to be done before the end of the minor round of the season.
3. The Trophy Presentation Committee will gather all team trophy nominations from the team coaches.
 - This to be done at the end of the minor round of the season.
 - The team coaches can nominate up to 2 trophy winners
4. The Trophy Presentation Committee will also gather all team coaches' nominations for all the Club individual trophies.
5. The Board of Management will invite the 3 Trustees to become ex officio members of the Board of Management for the sole purpose of the voting and ratification of all trophy winners.
6. The Trophy Presentation Committee will present all winners to the Board of Management for ratification.
7. So that "a surprise element" exists at presentation nights, the winners shall remain secret, with the announcement of the winners being made at the Junior and Senior Presentation Nights.

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6. THE COOPER TROPHY:

1. The Cooper Trophy is awarded to the Outstanding Club Member of the Year.
2. Nominations for selection of the Cooper Trophy shall be made by members of the Board of Management as a special meeting called of the Board of Management.
3. The Board of Management will invite the 3 Trustees to become ex officio members of the Board of Management for the sole purpose of the voting and ratification of the Cooper Trophy winner.
4. Members of the Board of Management may make a nomination with such nomination be given for discussion by the Board of Management.
 - 1) All financial members of the club are able to submit nominations through any Board Member.
5. All nominations shall be discussed by the Board of Management. In the event that a member of the Board or a member of a Board person's family is nominated then that person shall leave the meeting while the discussion of that person takes place.
6. After discussion on each nomination, a vote shall be taken.
7. Scrutineers shall be appointed by the Board of Management who have not been nominated.
8. The method of voting shall be by secret ballot with three nominations being selected by each voting member of the Committee.
 - 1) The vote shall be 3, 2 and 1 with 3 being the first preference vote. Any vote not in this form is invalid.
 - 2) If there is a tie for the winner, than all nominees on that vote shall be declared the winner.
9. The result of the vote shall remain secret, with the announcement of the winner/s being made at the Senior Presentation Night.

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7. CLUB TROPHIES:

The Club shall at the end of each season hold a Presentation function with the date and format of the function to be decided by the Board of Management.

On that function team trophies and club trophies will be presented.

Listed below are the club trophies, with the team trophies to be decided by the Board of Management and the Team Coaches.

Senior Non-Playing Trophy

Cooper Trophy – Outstanding Club Member, as per By-Law clause 6

- Ratification of the winner as per By-Law clause 6.
- Trophy to be presented at the Senior Presentation function.

Senior Playing Trophies

Tom & Mel Rice Trophy – Most Capps Medal votes in Division 1.

- Ratification of the winner will as per By-Law clause 5
- Trophy to be presented at the Senior Presentation Night.

Paul Green Medal – Most Valuable Player in Division 1 Final Series

- Nominations to be given by the Division 1 coach
- Definition of Final Series: - are all games played in Division 1 Semi, Preliminary and Grand Finals.
- Ratification of the winner will be as per By-Law clause 5.
- Trophy to be presented at the Senior Presentation Night.

Junior Playing Trophies

Patrons Trophy – Most Umpires Votes in the Junior Competition

- If a player wins a SABL Medal the winner of the Patrons Trophy will be from the highest junior team, even though he might not had polled the highest number of votes.
- If there is no SABL Medal winner than the player who polls the highest number of votes will be the winner.
- If there is a tie, than the player who is playing in the highest junior team will be the winner. If there is a tie in that highest junior team than there will be a tie for the Patrons Trophy. No count back will apply.
- Ratification of the winner will be as per By-Laws clause 5.
- Trophy to be presented at the Junior Presentation Night.

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Mark Fenwick Memorial Trophy - Most Votes in Under 14 Competition

- If there is a tie, than the player who is playing in the highest Under 14 team will be the winner. If there is a tie in that highest Under 14 team than there will be a tie for the Trophy. No count back will apply.
- Ratification of the winner will be as per By-Laws clause 5.
- Trophy to be presented at the Junior Presentation Night.

West Beach Trust Trophy - Outstanding Junior Player

- The player must be eligible to play junior competition as per the rules of the SABL for this season.
- The member must eligible to play under 18 for that season.
- All coaches can nominate players with a brief description and reason for the nomination.
- The player can be playing in senior competition.
- Ratification of the winner will be as per By-Law clause 5.
- Trophy to be presented at the Junior Presentation Night.

Junior Non-Playing Trophy

Mayor of Holdfast Bay Trophy - Outstanding Junior Club Member

- The player must be eligible to play junior competition as per the rules of the SABL for this season.
- The member must eligible to play under 18 for that season.
- All coaches and Members of the Board of Management can nominate member with a brief description and reason for the nomination.
- All nominations shall be discussed by the Trophy Presentation Committee. In the event that a member of the Committee person's family is nominated than that person shall leave the meeting while discussion takes place.
- Ratification of the winner will be as per By-Law clause 5.
- Trophy to be presented at the Junior Presentation Night.

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Playing Trophies

David Doonan Memorial Trophy – Outstanding Outfielder

- Senior and Junior Players can be nominated.
- All coaches can nominate players with a brief description and reason for the nomination.
- Ratification of the winner will be as per By-Law clause 5.
- The trophy to be presented at the Presentation function in which the competition the player is playing in.

Bob Elkson Memorial Trophy – Most Improved Player

- Senior and Junior Players can be nominated.
- All coaches can nominate players with a brief description and reason for the nomination.
- Ratification of the winner will be as per By-Law clause 5.
- The trophy to be presented at the Presentation function in which the competition the player is playing in.

Other Playing Trophy

100 Game Cap – Players who played there 100th Division 1 game during the season.

Other Awards

Life Member Certificate – member/s who was awarded Life Membership at the previous Annual General Meeting to be presented with his/her Life Member Certificate.

Workers of club during the year – the club to recognise the volunteer helpers of the club (non Board of Management member) who have contributed significant time at the club. The Board of Management are to compile the list of volunteers.

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8. LIFE MEMBERSHIP COMMITTEE:

(to be renamed, Membership & Historical Committee, a change in the constitution is required)

1. The Life Membership's Committee as per Clause 7 (a) of the constitution shall consist of the elected Trustees (3), the President and two (2) members of the club recommended by the Board of Management.
2. The Life Membership Committee shall perform duties that are listed in Clause 7 of the constitution.
3. The President to appoint a Chairperson. For continuity the Chairperson to be selected from one of the Trustees.
4. In addition to the above Clause 7, shall also perform the duties listed below that will assist in completing the above duties of the nomination of members for Life Membership.
5. To assure that all team score books are returned from the respective teams.
6. Once the score books have been returned, to compile the number of games played for all players and to update the player's games register.
7. To update the member's record register, showing all members achievements, including membership of committees and sub-committees.
8. At any time that the Board of Management wishes to alter, add or change the constitution to be elected as part of the Constitution sub-committee, as to assist the Board of Management in any alterations that may be required.
9. To ensure that all requirements that are made to the Constitution are deemed correct under Section 7 of the Association Incorporation Act 1985.
10. In consultation with the Club Secretary, all Club By-Laws are duly kept up to date with all charges made by the Board of Management.
11. To update the historical register of the years achievement.
12. To obtain team photos and to frame premiership photos to be placed in the clubrooms.
13. To obtain individual photos of outstanding personal performance that the committee would consider to be of significant heritage of the club.

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14. To gain additional information that will assist in the continuation of the history of the club.
15. To assist with the Club Secretary in the preparation of the Annual Reports to ensure that all historical events are included in the report.

9. COUNTRY CHAMPIONSHIPS:

The **Special Project Manager** will recommend to the Board of Management a Championship Committee.

There are certain members from the Board of Management that will be appointed onto the Committee, and from there each Committee Member will appoint their own sub-committee.

The Country Championship Committee should consist of:-

- **Chairman** - Special Operations Manager
- **Secretary** - to be appointed by the Championship Committee
- **Club Treasurer**
- **Function Manager** - representing the, Bar Manager, Shop Manager, BBQ & Kitchen Manager and Ground Supervisor
- **Fundraising Manager** - representing the Social Committee
- **GBC Championship Manager** - appointed by the committee, can be a member of the Championship Committee or this person can be added to this committee
- **President** - as an ex officio member of the committee
- This committee has the power to invite any additional members on to the committee
- Each committee member, at their discretion, to form a working sub-committee, which will report back to the Championship Committee.
- Each committee will issue that the main areas are completely fulfilled for the start of the Championships. The main areas are to be, but not conclusive to them:-
 - The presentation of the ground, facilities and clubrooms.
 - To insure that the all ground are available for the competition
 - To insure that the clubrooms are maintain during the year and that they are at a high standard of presentation at the start of the season.

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- To insure that before the start of the Championship that a roster has been for made for all functions of the Club.
- That continuing communication is being made to the Secretary of SACBA, and to make sure that if further assistance is required by SACBA, or the Country Centres, that the GBC is in a position to help.

Below are the current responsibilities between SACBA and the Glenelg Baseball Club

SACBA - these responsibilities have been set by SACBA and can only be altered by the Executive Committee of SACBA.

Responsibilities -

- Country Championship Manager - Secretary of SACBA, of his/her representative
- Country Team participation
- Umpires - to negotiate with Umpires Association (GBC has agreed to pay this expense)
- Game, Statistics & Scorers supervisor
 - The supervisor, is responsible for:-
 - the appointment of all scorers, which will include the supply of all score sheets per game, and to make sure that all score sheets & voting slips have been distributed to each game.
 - providing all statistics that are required by SACBA and the participating teams
 - the appointment of the Chairman of the Selection Committee for the All Star Team, and the Batting Trophy and Rookie of the Championship. SACBA have approved and prefer that the Chairman is independent from the Country and preferably a Glenelg member.
 - the collection of all scores, and preparation of all championship table's
 - the collection and counting of all voting slips for the Championship MVP and Centre's MVP. This includes both senior & junior competitions.
 - This appointment will be made by SACBA, with this person will not be holding any other position (including scoring or umpiring), and will be available at all time in the committee room to ensure that all paperwork has been issued and returned on time.

CLUB BY-LAWS - GLENELG BASEBALL CLUB

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- The supply of baseballs that are issued to the umpires for use in games.

Glenelg Baseball Club

GBC Championship Manager - appointed by the GBC Country Championship

Responsibilities -

- GBC Championship Manager -
 - To regularly be in contact with SACBA regarding the Championship
- Preparation of the game draw (this is to be completed by the GBC so that it is an independent draw, in conjunction with the SACBA Executive and finally approved by the SACBA Executive)
- Printing of Championship programs (GBC has agreed to pay this expense)
- Purchase of trophies (GBC has agreed to pay this expense)
- Preparation of grounds, with the number of grounds required determined by the final draw.
- Preparation of the facilities, including the clubrooms.
- To make sure that all grounds & facilities are at a showcase condition
- To organise the revenue raising of the club which will include but not limited to:-
 - Sponsorship, Bar, Shop, BBQ, Dinners, Fundraising, including raffles, etc.
- To organise rosters for all areas

2. Championship - the event

The championship commences on the Friday night of the week-end with a welcome function.

- To ensure all areas are working accordingly to aspects that have been arranged previously
- To ensure that:-
 - All rosters are maintained on a daily basis.
 - All stock is maintained on a daily basis.
 - That the all areas, bar, shop, kitchen, BBQ, Dixon Dugout, hall & toilets are kept clean on a regular basis, and that each morning that all areas are available to the country players and supporters.

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- The ground is maintained to playing conditions on a daily basis.
- To ensure that regular communication is maintained by the Country Championship Manager and the GBC Manager.

3. Post Championship - the aftermath

Within a month of the championships, a meeting is held by the Country Championship Committee to discuss all aspects of the championship.

This will enable all positives and negatives to be listed, as to help prepare the following year's event.

This meeting will put into place a calendar for the following year of the requirements that need to be done for the commencement of the preparation of that year Country Championship.

10. ANNUAL GENERAL MEETING - ORDER OF BUSINESS:

The order of the business at the Annual General Meeting of the Club, unless otherwise ordered by a resolution of the Club shall be as follows:-

- (a) Notice of Meeting.
- (b) Roll Call of Members.
- (c) Adoption of Minutes of previous Annual General Meeting and Extraordinary General Meetings (if any).
- (d) Presentation of reports:-
 - (1) Presentation of and adoption of President's Annual Report.
 - (2) Presentation of and adoption of Secretary's Annual Report.
 - (3) Presentation of and adoption of Treasurer's Annual Report and Financial Statements and Balance Sheet.
 - (4) Presentation of and adoption of other Board Members Reports, if any.
- (e) Election of Officers.
- (f) Election of Life Members (if any), as per clause 7 (b) and 7 (c) of the constitution.
- (g) General Business.
- (h) Close of Meeting

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11. CHAIRPERSON:

At all meetings of the Club, the chair shall be taken by the President or in his/her absence, a Chairperson shall be elected by the Members present.

12. BANKING:

The Board of Management shall cause to be opened such banking account or banking accounts in the name of the Glenelg Baseball Club Incorporated and the Glenelg Baseballers Club with such Banks as they shall from time to time consider expedient, and such account or accounts shall function under the direction of the Committee of Management of the Club. All cheques shall be signed by the Treasurer and counter-signed by such other Members of the Board of Management as the Board of Management shall from time to time direct.

13. SELECTION COMMITTEE:

The Board of Management shall appoint the Selection Committee for all Club competitions, and the constitution of such Selection Committee shall be decided by the Board of Management.

14. COACHING:

The Board of Management shall request written applications of all coaching positions of the Club. The Board of Management shall be empowered to appoint all Club Coaches.

16. OUT OF POCKET EXPENSES:

The Board of Management may grant Out of Pocket Expenses to any Officer of the Club, provided that the amount has been approved as per the annual budget as set out in the Treasurer's duties.

CLUB BY-LAWS - GLENELG BASEBALL CLUB

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17. ALTERATION OF BY-LAWS:

- (1) (a) The Board shall have power from time to time to make, alter and repeal any By-Laws as it may deem necessary or convenient, or expedient, in relation to the proper conduct and management of the business and affairs of the Club and the attainment of its objects.

All By-Laws so made and for the time being in force shall be binding on all members of the Club and shall have full effect accordingly and immediately they are adopted.

(b) The repeal of any such By-Law adopted / approved by the Board may only be repealed by a majority of at least three fourths (75%) of votes exercised at any Board, Annual General, or Extraordinary General meeting.

- (2) In particular, but not exclusively, the Board may make By-Laws relating to:
- a. Framing, revising and declaring the laws governing the game of baseball.
 - b. For the general management of all baseball matches arranged by the SA Baseball League.
 - c. Regulating the appointment and duties of Coaches, Managers and other Officials for matches arranged by the SA Baseball League.
 - d. The Board or any of its Committees in connection with the management of the affairs of the Club and as to the appointment, removal, qualifications and disqualification of members of such committee, and as to the duties, powers, functions and privileges of any such committees or the members thereof.